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EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503
November 29, 1985

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MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

FROM: Joseph R. Wright, Jr.
Deputy Director *[Signature]*

SUBJECT: Annual Debt Collection Report to Congress

The Debt Collection Act of 1982 requires an annual report to the Congress on the management of agency debt collection activities. The purpose of this memorandum is to ask you to provide us with information necessary to prepare the report.

The report to Congress provides an opportunity for the Administration to highlight the significant accomplishments of the past year in credit management and debt collection. Your help is needed to make this possible. You should describe the major achievements of your agency, particularly your agency's participation in using the new debt collection and credit management tools, (i.e., credit reporting, prescreening, income tax refund offset, etc.). Describe any changes in policy and procedures and new initiatives, and the resulting impact on your credit management efforts. Provide the reason for the changes made and appropriate back-up information. This should include quantitative measures as well as qualitative descriptions of accomplishments.

It is especially important that you quantify the impact on collections, both current and delinquent. Identify increased collections achieved, indicating the budget accounts affected.

You are encouraged, also, to provide any suggestions for possible regulatory or legislative actions that might offer the potential for agencies to increase the effectiveness of future credit management efforts.

The report will be submitted to the Congress as part of the Management Report that accompanies the President's budget. Therefore, your responses should be received in this office no later than December 14, 1985.

Your continued cooperation and assistance is appreciated.